



MEMORANDUM

TO: Superintendents, Principals, and Data Managers

FROM: Jeffery P. Zaring, Chief of Results and Reform

DATE: October 15, 2010

SUBJECT: Preliminary Public Law 221 Category Determinations
Adequate Yearly Progress and Public Law 221 Appeals

Preliminary 2009-2010 Public Law 221 category determinations are now available at this site (corporation number and pin or school number and pin required):

Go to <https://dc.doe.state.in.us/AYP/Authentication/PinLogin.aspx?pl221=Y>. Log in to your school or corporation using your corporation or school ID and PIN.

Superintendents or principals who need their corporation or school PIN can contact the IDOE Help Desk at 317-232-0808 (press 2).

FERPA-protected student performance and improvement lists are available via the STN Application Center (under Lookup>PL221) at <https://ac.doe.state.in.us/AppCenter/>. Please note that all student level information is protected under state and federal law, and only authorized individuals may review the data. Authorized corporation-level users will have access to lists for all students in schools of their school corporations; authorized school-level users will have access to lists of students only from their schools. For specific questions about how to log in to STN application center, contact stn_support@doe.in.gov. If you do not have a log in to STN application center, contact your school district's STN administrator.

The PL221 link includes a frequently asked questions document (called PL221 FAQ, located in the top right corner under the IDOE logo). Please review the FAQ document prior to submitting questions, as many may be answered in the document. For quickest response, direct additional questions to ayp@doe.in.gov.

Appeals – School Corporations and nonpublic schools may submit P.L. 221 and AYP appeals immediately. Appeals must be submitted by the Superintendent in the case of a school corporation and, in the case of a nonpublic school, by the Head of School or person who serves in the role that corresponds to a Superintendent.

Basis and Format for Appeals – P.L. 221 category placements and AYP determinations are based on the application of formulas defined by the accountability systems to data submitted and

verified by the school corporation or nonpublic school. Therefore, with rare exceptions, only statistical errors in the underlying data provide cause for reconsidering a P.L. 221 category placement or AYP determination.

Appeals must contain specific student level data directly verifiable through the STN Application Center or supported by evidence submitted with the appeal. Appeals must specify the evidence on which the appeal is based. If the evidence does not quantitatively support the appeal, the appeal will be denied.

No specific form is required. The appeal may be in the form of a narrative, with supporting documentation attached. The appeal must be signed by the Superintendent in the case of a school corporation and, in the case of a nonpublic school, by the Head of School or person who serves in the role that corresponds to a Superintendent. Please provide the name and contact information for the person to whom the Department should direct questions. As a rule, however, the appeal must stand on its own.

Appeal Deadline: October 29, 2010

The appeal window for both P.L. 221 and AYP ends Friday, October 29, 2010. Appeals will be processed as they are received, and superintendents and nonpublic school officials will receive final appeal decisions via e-mail.

Appeals may be sent electronically to ayp@doe.in.gov. Questions about appeals should also be sent to ayp@doe.in.gov.

Appeals also may be mailed to:

AYP/P.L. 221 Appeals (**ATTN: Susan Day**)
Indiana Department of Education
151 W. Ohio Street
Indianapolis, IN 46204

Regardless of which method is used, all appeals must be received no later than **4:30 pm EDT on October 29, 2010.**